



# Colusa County Office of Education

*Kay C. Spurgeon, Superintendent*

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www.ccoe.net

## APPLICATION FOR CERTIFICATED EMPLOYMENT

*Any offer of employment is subject to a criminal history check and any person will be barred from employment if he or she has a prior conviction for a serious or violent felony as specified, refer to Penal Code Sections 1192.7 and 667.5 (unless the applicant has obtained a certificate of rehabilitation and pardon, or if for a serious felony, a court finding of rehabilitation). Prospective employees will be given consideration for all positions without regard to race, color, religion, ancestry, national origin, age, sex, marital or veteran status, or non job-related medical conditions or physical handicaps.*

<b>Date:</b>	<b>Position Applying For:</b>
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### PERSONAL

Last Name	First Name	MI
All Former Names		
Street Address		P.O. Box
City, State, Zip		Home Phone
Valid California Drivers License <input type="checkbox"/> YES <input type="checkbox"/> NO	E-Mail Address	Cell Phone
What type of work are you available for? <input type="checkbox"/> FULL TIME <input type="checkbox"/> PART TIME <input type="checkbox"/> TEMPORARY <input type="checkbox"/> SUBSTITUTE		
Have you ever worked for the Colusa County Office of Education?		<input type="checkbox"/> YES <input type="checkbox"/> NO
Do you have any relatives who work for the Colusa County Office of Education?		<input type="checkbox"/> YES <input type="checkbox"/> NO
If employed, could you furnish verification of your legal right to work in the U.S.?		<input type="checkbox"/> YES <input type="checkbox"/> NO
How did you hear about this position?		
Languages Other Than English: <input type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write    Language: _____ <input type="checkbox"/> Speak <input type="checkbox"/> Read <input type="checkbox"/> Write    Language: _____		

### EDUCATIONAL BACKGROUND

Name of Colleges/Universities	City/State	Degree	Major	Minor

Total number of semester (or equivalent) units earned AFTER Bachelor's Degree

CALIFORNIA CREDENTIALS NOW HELD			
Type	Subject Authorization	Grade authorization	Expiration Date

CREDENTIALS, OTHER THAN CALIFORNIA ISSUED, NOW HELD			
Type	Subject Authorization	Grade authorization	Expiration Date

STUDENT TEACHING EXPERIENCE (List student teaching if you have less than 3 year of teaching experience.)			
School Name / Master Teacher	School Address / Phone	Grades / Subjects	Dates

TEACHING EXPERIENCE (List chronologically and include any internships)							
School Name & Address	Supervisor Name & Phone Number	Grades and/or Subjects Taught	Dates Mth /Yr (From...To)	Years	Full Time	Part Time	Reason for Leaving?
Total Years							

ADMINISTRATIVE EXPERIENCE (List chronologically)							
School Name & Address	Supervisor Name & Phone Number	Grade Level	Dates Mth /Yr (From...To)	Years	Full Time	Part Time	Reason for Leaving?
Total Years							

**RELATED WORK EXPERIENCE OTHER THAN TEACHING** (List chronologically and attach a sheet if necessary.)

Employer / Supervisor	Address / Phone	Position Held	Dates of Employment

**PROFESSIONAL REFERENCES** (Other than those supervisors already listed.)

Name of Reference	Relationship	How Long Associated	Phone Number

**GENERAL INFORMATION**

›Are you under contract or on leave from another District or County Office?  YES  NO

›If **YES**, what District or County Office? \_\_\_\_\_

›If presently employed, why do you wish to change? \_\_\_\_\_

›Date available for employment with Colusa COE: \_\_\_\_\_

›Are any criminal charges or proceedings pending against you?  YES  NO (If **YES**, please explain.)

›Have you ever been convicted of any felony or misdemeanor?  YES  NO (If **YES**, please explain as to when, where, and disposition of case(s). NOTE: A conviction may not necessarily disqualify you from the job for which you have applied.)

›Have you ever been dismissed, asked to resign, or resigned in lieu of being dismissed from any Certificated position?  YES  NO (If **YES**, please explain.)

›Have you ever had a credential suspended or revoked, or received any other type of disciplinary action from any teaching or licensing Agency of any type, from any state or country?  YES  NO

If **YES**, please indicate action:  SUSPENSION  REVOCATION  OTHER  
Explain when, where, why action was taken and current status: (Explanation Required – attached additional sheet if needed)

›Do you have any physical condition which may limit your ability to perform the job for which you have applied?  YES  NO (If **YES**, how can we accommodate?)

My signature below authorizes the Colusa County Office of Education to conduct a background investigation and authorizes release of all information in connection with my application for employment. Further, I hold harmless any individual or firm for any information that they may provide in this investigation which may include such information as criminal or civil convictions, driving records, previous employer and educational institutions, personal references, professional references, and other appropriate sources. I waive my right of access to any such information, and without limitation, hereby release the Colusa County Office of Education and the reference source from any and all liability in connection with its release or use. This release includes the sources cited above and specific examples as follows: Law enforcement agencies and any Locality to which they may refer for release of information pertaining to any finds of child abuse or neglect investigations involving me.

Furthermore, I certify that I have made true, correct, and complete answers and statements on this application in the knowledge that they may be relied upon in considering my application, and I understand that any omission or false answered statement made by me on this application, or any supplement to it will be sufficient grounds for failure to employ or for my discharge should I become employed with the Colusa County Office of Education.

Date: \_\_\_\_\_ Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

**IMPORTANT INFORMATION - PLEASE READ:**

**All applicants will be required to submit a separate application for each position they are applying for. Therefore, it is our recommendation that you make and keep a copy of this application prior to submitting it to our office in the event you are interested in applying for another position. We will accept a copy of the application as long as it has an “original” signature.**

**COLUSA COUNTY OFFICE OF EDUCATION IS AN  
AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER**